

AMS/FAST CHANGE REQUEST (CR) COVERSHEET

Change Request Number: 23-91

Date Received: April 28, 2023

Title: Procurement Planning Template A and Single Source Justification Template

Initiator Name: Erica Conley

Initiator Organization Name / Routing Code: Procurement Policy Branch, AAP-110

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Policy and Guidance: (Please check only one box)

- | | |
|---|--|
| <input type="checkbox"/> Policy | <input type="checkbox"/> Procurement Tools and Resources |
| <input type="checkbox"/> Guidance | <input type="checkbox"/> Real Property Templates and Samples |
| <input type="checkbox"/> Procurement Samples | <input type="checkbox"/> Procurement Clauses |
| <input checked="" type="checkbox"/> Procurement Templates | <input type="checkbox"/> Real Property Clauses |
| <input type="checkbox"/> Procurement Forms | <input type="checkbox"/> Other Tools and Resources |
| <input type="checkbox"/> Procurement Checklists | |

Summary of Change:

1. This change removes the PRISM reference to the milestone schedule language.
2. This change adds new language under Legal Concurrence that states that Legal Review is not required for Emergency Actions.

Reason for Change:

1. This is an administrative change to remove the reference of "PRISM from Procurement Planning Template A as PRISM does not have a Milestone Plan in the system for Simplified Acquisitions.
2. This change is requested by AGC to clarify that legal sufficiency is not required for single source documentation for emergency procurement actions. This change adds language to the SSJ Template, Policy 3.2.2.4, and Guidance T3.2.2.4 which states that legal coordination is not required for SSJs regarding emergencies to be consistent with what is required for Legal Coordination under T.15(A)(4)(d).

Development, Review, and Concurrence: AAP-110

Target Audience: FAA Acquisition Workforce

FAST Version 7/2023

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Briefing Planned: No

ASAG Responsibilities: None

Section / Text Location: Procurement Templates

The redline version must be a comparison with the current published FAST version.

☒ I confirm I used the latest published version to create this change / redline

or

☐ This is new content

Links: https://fast.faa.gov/PPG_Procurement_Templates.cfm

Attachments:

ProcurementPlanningTemplateA - Clean.docx

ProcurementPlanningTemplateA - Redlines.docx

SingleSourceJustificationTemplate 5.2.23 redline.docx

SingleSourceJustificationTemplate clean.docx

Other Files: N/A.